LAW OFFICE OF AMY JANE AGNEW

Honorable Alvin K. Hellerstein Senior Justice, United States District Court Southern District of New York 500 Pearl Street New York, New York 10007

SO ORDERED. 2.20.25 /s/ Alvin K. Hellerstein

February 19, 2025

VIA ECF

Re: Robert Romero, Jr., as administrator of the Estate of Robert Romero v. Bentivegna, et al., 24-cv-5251 (AKH)
So Ordered Subpoenas

Dear Judge Hellerstein:

Plaintiff's Counsel writes to respectfully request So Ordered Subpoenas directed to the New York State Commission on Correction Medical Review Board ("COC"), the New York State Office of Mental Health ("OMH"), and the New York State Police. Due to the nature of the documents, each agency requires a judicial subpoena.

Our office seeks the documents based on the following relevance to the instant litigation:

<u>New York State Police Department:</u> Within a day or two after Mr. Romero's death, Mr. Morrison, of this office, spoke with the NYS Police Department investigator assigned to Mr. Romero's death. The investigator pointedly told Mr. Morrison that Mr. Romero had left a suicide note relating to his rationale for the suicide and intimated that his untreated chronic pain was the impetus. We are not able to get a copy of the NYS Police investigative file without a judicially ordered subpoena.

New York State Office of Mental Health: The NYS Office of Mental Health ("OMH") provides mental health services to prisoners in the custody of the New York State Department of Corrections and Community Supervision. OMH creates and maintains the mental health records and is solely responsible for custody and control of the records. On multiple occasions, Defendant Acrish sent Mr. Romero to "see" mental health under the auspice that Mr. Romero's symptoms were merely a by-product of anxiety. Upon information and belief, each time Mr. Acrish sent Mr. Romero to see an OMH employee, OMH assessed Mr. Romero and found that he suffered from no mental health infirmities. OMH repeatedly sent Mr. Romero back to medical and requested that medical address his obvious medical issues, including the chronic pain caused by his cerebral hematoma. The OMH records contain evidence of the interactions with OMH and OMH's insistence that medical

address Mr. Romero's symptoms. OMH demands a judicial subpoena to release Mr. Romero's mental health records, as well as OMH's correspondence file regarding Mr. Romero.

New York State Commission on Correction File: The New York State Commission on Correction ("NYS COC") investigates deaths of prisoners in NYS DOCCS custody. Though the records can be presumptively requested through FOIL, the yield of a FOIL request is always redacted for DOCCS' employee names, mental health information and the FOIL records do not include correspondence between NYS COC and DOCCS. Regardless of whether or not COC opens an actual investigation into a suspicious death, the COC file contains correspondence from DOCCS concerning the death, preliminary and amended death reports, and internal documents related to the investigation. In the past, this office has requested death investigation files from COC which clearly show that Defendant Acrish has a habit of sending patients to OMH instead of treating their medical symptoms. This deviation from the standard of care has resulted in at least two inmate deaths in the past several years. NYS COC will not release a complete, unredacted file without a judicial subpoena.

Once so ordered, our office will serve each of the judicial subpoenas along with a proper release for medical or mental health records and a copy of our client's letters testamentary. Of course, we will also serve all responsive documents on Defendants' counsel once we receive them.

We are grateful for the Court's courtesy.

Very truly yours,

/s/ AJ Agnew

Amy Jane Agnew, Esq.

cc: Counsel of Record (VIA ECF)

United States District Court

for the

Southern District of New York

ROBERT	ROMERO, JR.	
	Plaintiff)
	v.	Civil Action No. 24-CV-5251 (AKH)
ROBERT BENTIVEG	NA and ALBERT ACRISH))
D	efendant) ·
SUBP Ol	POENA TO PRODUCE DOCUM R TO PERMIT INSPECTION O	ENTS, INFORMATION, OR OBJECTS F PREMISES IN A CIVIL ACTION
To: Alfred		MMISSION ON CORRECTION outh Swan Street, 12th Floor, Albany, NY 12210
	(Name of person to w	hom this subpoena is directed)
documents, electronicall		ce at the time, date, and place set forth below the following d to permit inspection, copying, testing, or sampling of the
*		
Place:	an an Connection	Date and Time:
NYS Commissio *COUNSEL WIL	L SEND SOMEONE TO PICK UP	03/18/2025 12:00 pm
☐ Inspection of Pr	emises: YOU ARE COMMANDE	ED to permit entry onto the designated premises, land, or
other property possessed	d or controlled by you at the time, d	D to permit entry onto the designated premises, land, or ate, and location set forth below, so that the requesting party he property or any designated object or operation on it. Date and Time:
other property possessed may inspect, measure, su Place: The following p	d or controlled by you at the time, durvey, photograph, test, or sample to	ate, and location set forth below, so that the requesting party he property or any designated object or operation on it. Date and Time: attached – Rule 45(c), relating to the place of compliance;
The following page Rule 45(d), relating to yeespond to this subpoena	d or controlled by you at the time, durvey, photograph, test, or sample to	ate, and location set forth below, so that the requesting party he property or any designated object or operation on it. Date and Time: attached – Rule 45(c), relating to the place of compliance; o a subpoena; and Rule 45(e) and (g), relating to your duty to
Place: The following p Rule 45(d), relating to y respond to this subpoens	d or controlled by you at the time, durvey, photograph, test, or sample to provisions of Fed. R. Civ. P. 45 are your protection as a person subject to	ate, and location set forth below, so that the requesting party he property or any designated object or operation on it. Date and Time: attached – Rule 45(c), relating to the place of compliance; o a subpoena; and Rule 45(e) and (g), relating to your duty to
Place: The following p Rule 45(d), relating to y respond to this subpoens	d or controlled by you at the time, durvey, photograph, test, or sample to provisions of Fed. R. Civ. P. 45 are your protection as a person subject to	ate, and location set forth below, so that the requesting party he property or any designated object or operation on it. Date and Time: attached – Rule 45(c), relating to the place of compliance; o a subpoena; and Rule 45(e) and (g), relating to your duty to
Place: The following p Rule 45(d), relating to y respond to this subpoens	or controlled by you at the time, durvey, photograph, test, or sample to provisions of Fed. R. Civ. P. 45 are your protection as a person subject to a and the potential consequences of	ate, and location set forth below, so that the requesting party he property or any designated object or operation on it. Date and Time: attached – Rule 45(c), relating to the place of compliance; o a subpoena; and Rule 45(e) and (g), relating to your duty to not doing so. OR
other property possessed may inspect, measure, so Place: The following p Rule 45(d), relating to y respond to this subpoend Date: 02/18/2025	d or controlled by you at the time, durvey, photograph, test, or sample to provisions of Fed. R. Civ. P. 45 are your protection as a person subject to and the potential consequences of CLERK OF COURT Signature of Clerk or Deputy Clearly and address, and telephone number of the control of t	ate, and location set forth below, so that the requesting party he property or any designated object or operation on it. Date and Time: attached – Rule 45(c), relating to the place of compliance; o a subpoena; and Rule 45(e) and (g), relating to your duty to not doing so. OR

Notice to the person who issues or requests this subpoena

If this subpoena commands the production of documents, electronically stored information, or tangible things or the inspection of premises before trial, a notice and a copy of the subpoena must be served on each party in this case before it is served on the person to whom it is directed. Fed. R. Civ. P. 45(a)(4).

AO 88B (Rev. 02/14) Subpoena to Produce Documents, Information, or Objects or to Permit Inspection of Premises in a Civil Action (Page 2)

Civil Action No. 24-CV-5251 (AKH)

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 45.)

l received this sub	poena for (name of individual and title, if an	ny)	
☐ I served the sub	opoena by delivering a copy to the nar	ned person as follows:	
		on (date) ;	or
☐ I returned the s	ubpoena unexecuted because:		
Unless the subpoetendered to the wi	na was issued on behalf of the United tness the fees for one day's attendance	States, or one of its officers or agents, I e, and the mileage allowed by law, in the	have also e amount of
/ fees are \$	for travel and \$	for services, for a total of \$	0.00
I declare under pe	nalty of perjury that this information	is true.	,
te:		:	
		Server's signature	
		Printed name and title	
	4.00	Server's address	

Additional information regarding attempted service, etc.:

Federal Rule of Civil Procedure 45 (c), (d), (e), and (g) (Effective 12/1/13)

(c) Place of Compliance.

- (1) For a Trial, Hearing, or Deposition. A subpoena may command a person to attend a trial, hearing, or deposition only as follows:
- (A) within 100 miles of where the person resides, is employed, or regularly transacts business in person; or
- (B) within the state where the person resides, is employed, or regularly transacts business in person, if the person
 - (i) is a party or a party's officer; or
- (ii) is commanded to attend a trial and would not incur substantial expense.

(2) For Other Discovery. A subpoena may command:

- (A) production of documents, electronically stored information, or tangible things at a place within 100 miles of where the person resides, is employed, or regularly transacts business in person; and
 - (B) inspection of premises at the premises to be inspected.

(d) Protecting a Person Subject to a Subpoena; Enforcement.

(1) Avoiding Undue Burden or Expense; Sanctions. A party or attorney responsible for issuing and serving a subpoena must take reasonable steps to avoid imposing undue burden or expense on a person subject to the subpoena. The court for the district where compliance is required must enforce this duty and impose an appropriate sanction—which may include lost earnings and reasonable attorney's fees—on a party or attorney who fails to comply.

(2) Command to Produce Materials or Permit Inspection.

- (A) Appearance Not Required. A person commanded to produce documents, electronically stored information, or tangible things, or to permit the inspection of premises, need not appear in person at the place of production or inspection unless also commanded to appear for a deposition, hearing, or trial.
- (B) Objections. A person commanded to produce documents or tangible things or to permit inspection may serve on the party or attorney designated in the subpoena a written objection to inspecting, copying, testing, or sampling any or all of the materials or to inspecting the premises—or to producing electronically stored information in the form or forms requested. The objection must be served before the earlier of the time specified for compliance or 14 days after the subpoena is served. If an objection is made, the following rules apply:
- (i) At any time, on notice to the commanded person, the serving party may move the court for the district where compliance is required for an order compelling production or inspection.
- (ii) These acts may be required only as directed in the order, and the order must protect a person who is neither a party nor a party's officer from significant expense resulting from compliance.

(3) Quashing or Modifying a Subpoena.

- (A) When Required. On timely motion, the court for the district where compliance is required must quash or modify a subpoena that:
 - (i) fails to allow a reasonable time to comply;
- (ii) requires a person to comply beyond the geographical limits specified in Rule 45(c);
- (iii) requires disclosure of privileged or other protected matter, if no exception or waiver applies; or
 - (iv) subjects a person to undue burden.
- **(B)** When Permitted. To protect a person subject to or affected by a subpoena, the court for the district where compliance is required may, on motion, quash or modify the subpoena if it requires:
- (i) disclosing a trade secret or other confidential research, development, or commercial information; or

- (ii) disclosing an unretained expert's opinion or information that does not describe specific occurrences in dispute and results from the expert's study that was not requested by a party.
- (C) Specifying Conditions as an Alternative. In the circumstances described in Rule 45(d)(3)(B), the court may, instead of quashing or modifying a subpoena, order appearance or production under specified conditions if the serving party:
- (i) shows a substantial need for the testimony or material that cannot be otherwise met without undue hardship; and
 - (ii) ensures that the subpoenaed person will be reasonably compensated.

(e) Duties in Responding to a Subpoena.

- (1) **Producing Documents or Electronically Stored Information.** These procedures apply to producing documents or electronically stored information:
- (A) Documents. A person responding to a subpoena to produce documents must produce them as they are kept in the ordinary course of business or must organize and label them to correspond to the categories in the demand.
- (B) Form for Producing Electronically Stored Information Not Specified. If a subpoena does not specify a form for producing electronically stored information, the person responding must produce it in a form or forms in which it is ordinarily maintained or in a reasonably usable form or forms.
- (C) Electronically Stored Information Produced in Only One Form. The person responding need not produce the same electronically stored information in more than one form.
- (D) Inaccessible Electronically Stored Information. The person responding need not provide discovery of electronically stored information from sources that the person identifies as not reasonably accessible because of undue burden or cost. On motion to compel discovery or for a protective order, the person responding must show that the information is not reasonably accessible because of undue burden or cost. If that showing is made, the court may nonetheless order discovery from such sources if the requesting party shows good cause, considering the limitations of Rule 26(b)(2)(C). The court may specify conditions for the discovery.

(2) Claiming Privilege or Protection.

- (A) Information Withheld. A person withholding subpoenaed information under a claim that it is privileged or subject to protection as trial-preparation material must:
 - (i) expressly make the claim; and
- (ii) describe the nature of the withheld documents, communications, or tangible things in a manner that, without revealing information itself privileged or protected, will enable the parties to assess the claim.
- (B) Information Produced. If information produced in response to a subpoena is subject to a claim of privilege or of protection as trial-preparation material, the person making the claim may notify any party that received the information of the claim and the basis for it. After being notified, a party must promptly return, sequester, or destroy the specified information and any copies it has; must not use or disclose the information until the claim is resolved; must take reasonable steps to retrieve the information if the party disclosed it before being notified; and may promptly present the information under seal to the court for the district where compliance is required for a determination of the claim. The person who produced the information must preserve the information until the claim is resolved.

(g) Contempt.

The court for the district where compliance is required—and also, after a motion is transferred, the issuing court—may hold in contempt a person who, having been served, fails without adequate excuse to obey the subpoena or an order related to it.

For access to subpoena materials, see Fed. R. Civ. P. 45(a) Committee Note (2013).

UNITED STATES DISTRICT COURT

for the

Southern District of New York

Southern District of 1	NCW TOIK
ROBERT ROMERO, JR.	
v.	Civil Action No. 24-CV-5251 (AKH)
ROBERT BENTIVEGNA and ALBERT ACRISH	
Defendant)	
SUBPOENA TO PRODUCE DOCUMENTS OR TO PERMIT INSPECTION OF PRI	
To: SUPERINTENDENT O NYSP Headquarters, 1220 Washington Avenu	
(Name of person to whom th	is subpoena is directed)
**Production: YOU ARE COMMANDED to produce at t documents, electronically stored information, or objects, and to p material: Complete investigative file concerning the in custody decon December 25, 2022 at Green Haven Correctional Factors	ermit inspection, copying, testing, or sampling of the attention at the attention of Mr. Robert Romero DIN #02A1778, whic occurred
Place:	Date and Time:
NYSP Headquarters *COUNSEL WILL SEND SOMEONE TO PICK UP	03/18/2025 12:00 pm
☐ Inspection of Premises: YOU ARE COMMANDED to other property possessed or controlled by you at the time, date, as may inspect, measure, survey, photograph, test, or sample the property. Place:	nd location set forth below, so that the requesting party
The following provisions of Fed. R. Civ. P. 45 are attached Rule 45(d), relating to your protection as a person subject to a subject to a subject to this subpoena and the potential consequences of not determine the potential consequences of the potential consequences.	bpoena; and Rule 45(e) and (g), relating to your duty to
Date: 02/18/2025	•
CLERK OF COURT	OR
Signature of Clerk or Deputy Clerk	Attorney's signature
The name, address, e-mail address, and telephone number of the ROBERT ROMERO, JR. LAW OFFICE OF AMY JANE AGNEW, P.C. 24 FIFTH AVENUE	, who issues or requests this subpoena, are:

Notice to the person who issues or requests this subpoena

If this subpoena commands the production of documents, electronically stored information, or tangible things or the inspection of premises before trial, a notice and a copy of the subpoena must be served on each party in this case before it is served on the person to whom it is directed. Fed. R. Civ. P. 45(a)(4).

AO 88B (Rev. 02/14) Subpoena to Produce Documents, Information, or Objects or to Permit Inspection of Premises in a Civil Action (Page 2)

Civil Action No. 24-CV-5251 (AKH)

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 45.)

	poena for (name of individual and title, if a	ıny)	
(date)	·		
☐ I served the sub	poena by delivering a copy to the na	med person as follows:	
	· · · · · · · · · · · · · · · · · · ·	on (date) ;	or
☐ I returned the se	ubpoena unexecuted because:		
		d States, or one of its officers or agents, I be, and the mileage allowed by law, in the	
. ————————————————————————————————————			
fees are \$	for travel and \$	for services, for a total of \$	0.00
I declare under per	nalty of perjury that this information	is true.	
e:	_	Server's signature	
te:		Server's signature	
te:		Server's signature Printed name and title	
ite:	<u> </u>	- -	
ate:		- -	

Additional information regarding attempted service, etc.:

Federal Rule of Civil Procedure 45 (c), (d), (e), and (g) (Effective 12/1/13)

(c) Place of Compliance.

- (1) For a Trial, Hearing, or Deposition. A subpoena may command a person to attend a trial, hearing, or deposition only as follows:
- (A) within 100 miles of where the person resides, is employed, or regularly transacts business in person; or
- (B) within the state where the person resides, is employed, or regularly transacts business in person, if the person
 - (i) is a party or a party's officer; or
- (ii) is commanded to attend a trial and would not incur substantial expense.

(2) For Other Discovery. A subpoena may command:

- (A) production of documents, electronically stored information, or tangible things at a place within 100 miles of where the person resides, is employed, or regularly transacts business in person, and
 - (B) inspection of premises at the premises to be inspected.

(d) Protecting a Person Subject to a Subpoena; Enforcement.

(1) Avoiding Undue Burden or Expense; Sanctions. A party or attorney responsible for issuing and serving a subpoena must take reasonable steps to avoid imposing undue burden or expense on a person subject to the subpoena. The court for the district where compliance is required must enforce this duty and impose an appropriate sanction—which may include lost earnings and reasonable attorney's fees—on a party or attorney who fails to comply.

(2) Command to Produce Materials or Permit Inspection.

- (A) Appearance Not Required. A person commanded to produce documents, electronically stored information, or tangible things, or to permit the inspection of premises, need not appear in person at the place of production or inspection unless also commanded to appear for a deposition, hearing, or trial.
- (B) Objections. A person commanded to produce documents or tangible things or to permit inspection may serve on the party or attorney designated in the subpoena a written objection to inspecting, copying, testing, or sampling any or all of the materials or to inspecting the premises—or to producing electronically stored information in the form or forms requested. The objection must be served before the earlier of the time specified for compliance or 14 days after the subpoena is served. If an objection is made, the following rules apply:
- (i) At any time, on notice to the commanded person, the serving party may move the court for the district where compliance is required for an order compelling production or inspection.
- (ii) These acts may be required only as directed in the order, and the order must protect a person who is neither a party nor a party's officer from significant expense resulting from compliance.

(3) Quashing or Modifying a Subpoena.

- (A) When Required. On timely motion, the court for the district where compliance is required must quash or modify a subpoena that:
 - (i) fails to allow a reasonable time to comply;
- (ii) requires a person to comply beyond the geographical limits specified in Rule 45(c);
- (iii) requires disclosure of privileged or other protected matter, if no exception or waiver applies; or
 - (iv) subjects a person to undue burden.
- **(B)** When Permitted. To protect a person subject to or affected by a subpoena, the court for the district where compliance is required may, on motion, quash or modify the subpoena if it requires:
- (i) disclosing a trade secret or other confidential research, development, or commercial information; or

- (ii) disclosing an unretained expert's opinion or information that does not describe specific occurrences in dispute and results from the expert's study that was not requested by a party.
- (C) Specifying Conditions as an Alternative. In the circumstances described in Rule 45(d)(3)(B), the court may, instead of quashing or modifying a subpoena, order appearance or production under specified conditions if the serving party:
- (i) shows a substantial need for the testimony or material that cannot be otherwise met without undue hardship; and
 - (ii) ensures that the subpoenaed person will be reasonably compensated.

(e) Duties in Responding to a Subpoena.

- (1) **Producing Documents or Electronically Stored Information.** These procedures apply to producing documents or electronically stored information:
- (A) Documents. A person responding to a subpoena to produce documents must produce them as they are kept in the ordinary course of business or must organize and label them to correspond to the categories in the demand.
- (B) Form for Producing Electronically Stored Information Not Specified. If a subpoena does not specify a form for producing electronically stored information, the person responding must produce it in a form or forms in which it is ordinarily maintained or in a reasonably usable form or forms.
- (C) Electronically Stored Information Produced in Only One Form. The person responding need not produce the same electronically stored information in more than one form.
- (D) Inaccessible Electronically Stored Information. The person responding need not provide discovery of electronically stored information from sources that the person identifies as not reasonably accessible because of undue burden or cost. On motion to compel discovery or for a protective order, the person responding must show that the information is not reasonably accessible because of undue burden or cost. If that showing is made, the court may nonetheless order discovery from such sources if the requesting party shows good cause, considering the limitations of Rule 26(b)(2)(C). The court may specify conditions for the discovery.

(2) Claiming Privilege or Protection.

- (A) Information Withheld. A person withholding subpoenaed information under a claim that it is privileged or subject to protection as trial-preparation material must:
 - (i) expressly make the claim; and
- (ii) describe the nature of the withheld documents, communications, or tangible things in a manner that, without revealing information itself privileged or protected, will enable the parties to assess the claim.
- (B) Information Produced. If information produced in response to a subpoena is subject to a claim of privilege or of protection as trial-preparation material, the person making the claim may notify any party that received the information of the claim and the basis for it. After being notified, a party must promptly return, sequester, or destroy the specified information and any copies it has; must not use or disclose the information until the claim is resolved; must take reasonable steps to retrieve the information if the party disclosed it before being notified; and may promptly present the information under seal to the court for the district where compliance is required for a determination of the claim. The person who produced the information must preserve the information until the claim is resolved.

(g) Contempt.

The court for the district where compliance is required—and also, after a motion is transferred, the issuing court—may hold in contempt a person who, having been served, fails without adequate excuse to obey the subpoena or an order related to it.

For access to subpoena materials, see Fed. R. Civ. P. 45(a) Committee Note (2013).

UNITED STATES DISTRICT COURT

for the

Southern Di	strict of New York
ROBERT ROMERO, JR.	
Plaintiff v. ROBERT BENTIVEGNA and ALBERT ACRISH)) Civil Action No. 24-CV-5251 (AKH)
Defendant Defendant)
SUBPOENA TO PRODUCE DOC	UMENTS, INFORMATION, OR OBJECTS N OF PREMISES IN A CIVIL ACTION
To: NEW YORK STATE 44 HOLLAND AVEN	E OFFICE OF MENTAL HEALTH NUE, ALBANY, NEW YORK 12229
(Name of person	to whom this subpoena is directed)
documents, electronically stored information, or objects	oduce at the time, date, and place set forth below the following s, and to permit inspection, copying, testing, or sampling of the NG THE CORRESPONDENCE FILE, FOR ROBERT ROMERO
Place: 44 HOLLAND AVENUE, ALBANY, NY 12228 *COUNSEL WILL SEND SOMEONE TO PICK	Date and Time: UP 03/18/2025 12:00 pm
other property possessed or controlled by you at the tim	NDED to permit entry onto the designated premises, land, or ne, date, and location set forth below, so that the requesting party ple the property or any designated object or operation on it. Date and Time:
The following provisions of Fed. R. Civ. P. 45 Rule 45(d), relating to your protection as a person subjection to this subpoena and the potential consequence Date: 02/18/2025	are attached – Rule 45(c), relating to the place of compliance; ect to a subpoena; and Rule 45(e) and (g), relating to your duty to es of not doing so.
CLERK OF COURT	OR AMMUN
Signature of Clerk or Depu	ty Clerk Attorney fsignature
The name, address, e-mail address, and telephone number ROBERT ROMERO, JR. LAW OFFICE OF AMY JANE AGNEW, P.C. 24 FIFTH	, who issues or requests this subpoena, are:

Notice to the person who issues or requests this subpoena

If this subpoena commands the production of documents, electronically stored information, or tangible things or the inspection of premises before trial, a notice and a copy of the subpoena must be served on each party in this case before it is served on the person to whom it is directed. Fed. R. Civ. P. 45(a)(4).

AO 88B (Rev. 02/14) Subpoena to Produce Documents, Information, or Objects or to Permit Inspection of Premises in a Civil Action (Page 2)

Civil Action No. 24-CV-5251 (AKH)

PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 45.)

(data)		,		
(date)				
☐ I served th	he subpoena by delive	ering a copy to the na	med person as follows:	
	is suspectively using			
<u> </u>			on (date)	; or
 			On (une)	
☐ I returned	the subpoena unexec	cuted because:		
	, .		. 8	
	,	5.4.7.3		
Unless the su	ubpoena was issued o	n behalf of the Unite	d States, or one of its officers or agen	its, I have also
tendered to t	he witness the tees to	or one day's attendan	ce, and the mileage allowed by law, i	n the amount of
\$	•	•		
				Φ 0.00
fees are \$	tor	travel and \$	for services, for a total of	\$ 0.00
	*			
	der penalty of periury	that this information	is trite	
	ler penalty of perjury	that this information	is true.	
	ler penalty of perjury	that this information	is true.	
I declare und	ler penalty of perjury	that this information		
I declare und	ler penalty of perjury	that this information	is true. Server's signature	
I declare und	ler penalty of perjury	that this information		
I declare und	ler penalty of perjury	that this information		· .
I declare und	ler penalty of perjury	that this information	Server's signature	
	ler penalty of perjury	that this information	Server's signature	· .
I declare und	ler penalty of perjury	that this information	Server's signature	

Additional information regarding attempted service, etc.:

Federal Rule of Civil Procedure 45 (c), (d), (e), and (g) (Effective 12/1/13)

(c) Place of Compliance.

- (1) For a Trial, Hearing, or Deposition. A subpoena may command a person to attend a trial, hearing, or deposition only as follows:
- (A) within 100 miles of where the person resides, is employed, or regularly transacts business in person, or
- (B) within the state where the person resides, is employed, or regularly transacts business in person, if the person
 - (i) is a party or a party's officer; or
- (ii) is commanded to attend a trial and would not incur substantial expense.

(2) For Other Discovery. A subpoena may command:

- (A) production of documents, electronically stored information, or tangible things at a place within 100 miles of where the person resides, is employed, or regularly transacts business in person; and
 - (B) inspection of premises at the premises to be inspected.

(d) Protecting a Person Subject to a Subpoena; Enforcement.

(1) Avoiding Undue Burden or Expense; Sanctions. A party or attorney responsible for issuing and serving a subpoena must take reasonable steps to avoid imposing undue burden or expense on a person subject to the subpoena. The court for the district where compliance is required must enforce this duty and impose an appropriate sanction—which may include lost earnings and reasonable attorney's fees—on a party or attorney who fails to comply.

(2) Command to Produce Materials or Permit Inspection.

- (A) Appearance Not Required. A person commanded to produce documents, electronically stored information, or tangible things, or to permit the inspection of premises, need not appear in person at the place of production or inspection unless also commanded to appear for a deposition, hearing, or trial.
- (B) Objections. A person commanded to produce documents or tangible things or to permit inspection may serve on the party or attorney designated in the subpoena a written objection to inspecting, copying, testing, or sampling any or all of the materials or to inspecting the premises—or to producing electronically stored information in the form or forms requested. The objection must be served before the earlier of the time specified for compliance or 14 days after the subpoena is served. If an objection is made, the following rules apply:
- (i) At any time, on notice to the commanded person, the serving party may move the court for the district where compliance is required for an order compelling production or inspection.
- (ii) These acts may be required only as directed in the order, and the order must protect a person who is neither a party nor a party's officer from significant expense resulting from compliance.

(3) Quashing or Modifying a Subpoena.

- (A) When Required. On timely motion, the court for the district where compliance is required must quash or modify a subpoena that:
 - (i) fails to allow a reasonable time to comply;
- (ii) requires a person to comply beyond the geographical limits specified in Rule 45(c);
- (iii) requires disclosure of privileged or other protected matter, if no exception or waiver applies; or
 - (iv) subjects a person to undue burden.
- (B) When Permitted. To protect a person subject to or affected by a subpoena, the court for the district where compliance is required may, on motion, quash or modify the subpoena if it requires:
- (i) disclosing a trade secret or other confidential research, development, or commercial information; or

(ii) disclosing an unretained expert's opinion or information that does not describe specific occurrences in dispute and results from the expert's study that was not requested by a party.

(C) Specifying Conditions as an Alternative. In the circumstances described in Rule 45(d)(3)(B), the court may, instead of quashing or modifying a subpoena, order appearance or production under specified conditions if the serving party:

(i) shows a substantial need for the testimony or material that cannot be otherwise met without undue hardship; and

(ii) ensures that the subpoenaed person will be reasonably compensated.

(e) Duties in Responding to a Subpoena.

- (1) Producing Documents or Electronically Stored Information. These procedures apply to producing documents or electronically stored information:
- (A) Documents. A person responding to a subpoena to produce documents must produce them as they are kept in the ordinary course of business or must organize and label them to correspond to the categories in the demand.
- (B) Form for Producing Electronically Stored Information Not Specified. If a subpoena does not specify a form for producing electronically stored information, the person responding must produce it in a form or forms in which it is ordinarily maintained or in a reasonably usable form or forms.
- (C) Electronically Stored Information Produced in Only One Form. The person responding need not produce the same electronically stored information in more than one form.
- (D) Inaccessible Electronically Stored Information. The person responding need not provide discovery of electronically stored information from sources that the person identifies as not reasonably accessible because of undue burden or cost. On motion to compel discovery or for a protective order, the person responding must show that the information is not reasonably accessible because of undue burden or cost. If that showing is made, the court may nonetheless order discovery from such sources if the requesting party shows good cause, considering the limitations of Rule 26(b)(2)(C). The court may specify conditions for the discovery.

(2) Claiming Privilege or Protection.

- (A) Information Withheld. A person withholding subpoenaed information under a claim that it is privileged or subject to protection as trial-preparation material must:
 - (i) expressly make the claim; and
- (ii) describe the nature of the withheld documents, communications, or tangible things in a manner that, without revealing information itself privileged or protected, will enable the parties to assess the claim.
- (B) Information Produced. If information produced in response to a subpocan is subject to a claim of privilege or of protection as trial-preparation material, the person making the claim may notify any party that received the information of the claim and the basis for it. After being notified, a party must promptly return, sequester, or destroy the specified information and any copies it has, must not use or disclose the information until the claim is resolved; must take reasonable steps to retrieve the information if the party disclosed it before being notified; and may promptly present the information under seal to the court for the district where compliance is required for a determination of the claim. The person who produced the information must preserve the information until the claim is resolved.

(g) Contempt.

The court for the district where compliance is required—and also, after a motion is transferred, the issuing court—may hold in contempt a person who, having been served, fails without adequate excuse to obey the subpoena or an order related to it.

For access to subpoena materials, see Fed. R. Civ. P. 45(a) Committee Note (2013).